

**505 KAR 1:110. Department of Juvenile Justice Policy and Procedures Manual: program services.**

RELATES TO: KRS 15A.065, 15A.0652, 15A.067, 200.080-200.120, Chapters 600-645

STATUTORY AUTHORITY: KRS 15A.065(1), 15A.0652, 15A.067, 15A.160, 200.115, 605.150, 635.095, 635.100(7), 635.500, 635.505(7), 640.120, 645.250

NECESSITY, FUNCTION, AND CONFORMITY: KRS 15A.065(1), 15A.0652, 15A.067, 15A.160, 15A.210, 15A.305(5), 605.150, 635.095 and 640.120 authorize the Justice and Public Safety Cabinet and the Department of Juvenile Justice to promulgate administrative regulations for the proper administration of the cabinet and its programs. This administrative regulation incorporates by reference into regulatory form materials used by the Department of Juvenile Justice in the implementation of a statewide juvenile services program.

Section 1. Incorporation by Reference. (1) The "Department of Juvenile Justice Policy and Procedures Manual: Program Services", October 15, 2015 is incorporated by reference and includes the following:

- 300 Definitions (Amended 10/15/15);
- 300.1 Programs and Services (Amended 7/01/15);
- 300.2 Correspondence to the Court System (Amended 10/15/15);
- 301 Intake and Orientation (Amended 10/15/15);
- 301.1 Youth's Personal Property, Dress Code, and Facility Issued Property (Amended 7/01/15);
- 301.2 Hair and Grooming (Amended 7/01/15);
- 302 Individual Treatment Plan and Aftercare Plan (Amended 10/15/15);
- 303 Treatment Team Composition, Function, and Responsibility (Amended 7/01/15);
- 306 Treatment Track and Level System (Amended 10/15/15);
- 307 Counseling Services (Amended 10/15/15);
- 308 Advanced Care Unit (Amended 7/01/15);
- 309 Family Engagement (Amended 7/01/15);
- 310 Family and Community Contacts: Mail, Telephone, and Visitation (Amended 7/01/15);
- 311 Cadet Leadership and Education Program (C.L.E.P.) (Added 10/15/15);
- 314 Youth Council (Amended 7/01/15);
- 315 Use of Non-Governmental Funds and Youth Activity Funds Account (Amended 10/15/15);
- 316 Youth Allowances and Work Details (Amended 7/01/15);
- 317 Recreation (Amended 7/01/15);
- 318 Behavior Management (Amended 7/01/15);
- 318.1 Graduated Responses, Sanctions, and Incentives (Amended 10/15/15);
- 318.2 Disciplinary Review (Amended 7/01/15);
- 319 Staff Requirements for the Supervision of Youth (Amended 7/01/15);
- 319.1 Facility Capacities (Amended 7/01/15);
- 320 Transportation of Youth (Amended 10/15/15);
- 321 Incident Reporting (Amended 7/01/15);
- 322 Drug Screening and Testing (Amended 7/01/15);
- 323 Isolation (Amended 10/15/15);
- 324 Restraints (Amended 7/01/15);
- 325 Searches (Amended 7/01/15);
- 326 Contraband, Seizure, and Chain of Custody (Amended 7/01/15);
- 327 Escape and Absent Without Leave (Amended 7/01/15);

- 328 Individual Client Records (Amended 7/01/15);
- 329 Progress Notes (Amended 7/01/15);
- 330 Log and Shift Reports (Amended 7/01/15);
- 331 Grievance Procedure (Amended 7/01/15);
- 332 Authorized Leave: Day Releases and Furloughs; Supervised Off-grounds Activities (Amended 10/15/15);
- 333 Day Treatment Admissions (Amended 10/15/15);
- 334 Youth Development Centers Educational and Vocational Programming, Assessment, and Transition (Amended 10/15/15);
- 334.1 Day Treatments: Educational Programming, Assessment, and Transition (Amended 7/01/15);
- 334.2 Group Homes: Educational Services (Amended 7/01/15);
- 335 Youth Development Center Educational and Vocational Records; Day Treatment Educational Records (Amended 10/15/15);
- 339 Youth Development Center and Day Treatment Instructional Staffing (Amended 7/01/15);
- 341 Youth Development Center and Day Treatment Evaluation of Integrated Educational and Vocational Plan (Amended 7/01/15);
- 343 Technical Education Safety (Amended 7/01/15);
- 344 Library Services (Amended 7/01/15);
- 345 Religious Programs (Amended 7/01/15);
- 346.1 Youthful Offenders (Amended 7/01/15);
- 347.1 Educational and Meritorious Good Time Credit for Youthful Offenders (Amended 7/01/15);
- 351 Youthful Offender Parole (Amended 7/01/15); and
- 352 Youthful Offender Transfer (Amended 7/01/15).

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Department of Juvenile Justice, Office of the Commissioner, 1025 Capital Center Drive, Third Floor, Frankfort, Kentucky 40601, or at any department field office, Monday through Friday, 8 a.m. to 4:30 p.m. (29 Ky.R. 853; Am. 1268; eff. 11-12-2002; 30 Ky.R. 429; eff. 10-31-2003; 429; 1826; eff. 3-18-2004; 32 Ky.R. 536; 1126; eff. 2-3-2006; 41 Ky.R. 472; 1057; eff. 12-5-2014; 42 Ky.R. 521; 1563; eff. 1-4-2016.)